

S. Laskowski

UNIVERSITY OF ALBERTA

UNIVERSITY LIBRARY

TRIENNIAL REPORT TO THE PRESIDENT

April 1, 1982 to March 31, 1985

Peter Freeman

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A. OVERVIEW

1. Introduction

The purpose of this 3 year review rather than the traditional annual report is to provide a broad picture of library activity. This is probably most apparent in the statistical information which is available for comparative purposes. I have attempted to use already available university information to ensure some consistency in the data.

It is our intention to make a special report to the University community through Folio, using this information.

The period covered by the report includes that period of 1982 (March 31 to Aug. 31) during which Bruce Peel was Librarian to the University. Much has already been said about his contribution to the Library, the University and the library and scholarly community in Canada. For these reasons and the strong leadership which he provided during his long tenure, it is fitting that the Special Collection Library bears his name.

During this period several other major participants in the development of the library have retired or assumed new positions elsewhere. Retirees were Geoff Turner, Associate Librarian; Denys Noden, Assistant Librarian (Technical Services); Phyllis Russell, Head of the Health Science Library; Betty Schwob, Head of the Undergraduate Library. Calvin Evans, Assistant Librarian (Public Services) and later Assistant Librarian (Planning & Personnel), left to become Area Coordinator Humanities and Social Science Library, McGill University, in December 1984.

I appreciated their advice and counsel while we worked together and I know that their contribution was valuable to Bruce Peel.

No document describing the last three years would be complete without expressing my appreciation to the library staff, the faculty and students of the university, and the university administration.

During this period we experienced unprecedented demand on our services within an environment of shrinking resources, technological change, disruption of the physical facilities and a different management style. The staff coped with the stress level admirably and their cooperation and understanding is greatly appreciated.

Faculty, staff and users of the Cameron Library in particular accepted with remarkable patience the many disruptions caused by the asbestos removal and renovations. The overcrowding and heavy demand on materials was recognized and responded to in positive actions such as the Students' Union and Graduate Students Association gifts to the Library. Faculty contributions to the Library during the 75th Anniversary Appeal and their willingness to assist the library when asked cannot go unrecognized.

The support that the library received from the President and Vice-Presidents was especially gratifying during this difficult fiscal period. Dr. Kaplan and Dr. Abu-Laban provided strong continuing support and much appreciated counsel and sympathetic understanding. The General Faculties Library Committee has proved valuable both for its diligence and counsel in bringing to our attention the views of our community.

2. Issues - Past, Present and Future

1. Collection Management

The costs of the necessary materials have been significantly affected by inflation and the value of the U.S. dollar. The loss in purchasing power has not been restored even with increased funding. Comparison with other research libraries would indicate a need to strengthen our serial collection, but if this is done during a period of limited growth in the funding, development of the monograph collection will suffer. We have and will be taking action through such activities as the Collection Analysis Project and the North America Collection Inventory Project to ensure the quality of our collection. The attached appendices illustrate this particular problem.

The preservation and conservation of the existing collection is a pressing problem and will require significant investment and resources to effectively protect it. A solution is beyond one library and will require collective action.

Increasingly, the library will need to commit more resources to collection management whether through resource sharing, staff transfer or additional personnel. We have been concerned with growth. Now and for the foreseeable future our emphasis will need to change. Cooperation and resource sharing with other libraries is mandatory and technology will soon have removed many of the obstacles. Researchers will be able to consider the resources of all research libraries as available to them as those on campus.

2. Technology

Our developments in this area are in the forefront and by 1990 systems should be in place which will provide ease of access to the collection as well as valuable management information. There is no doubt that library automation is expensive but it delivers a valuable return to faculty and students in terms of effective and efficient use of our collection. It also enables us to better meet our responsibilities as a provincial and national resource.

As the amount of information available on-line increases and as the ability to access it becomes both simple and sophisticated we are being challenged to change our approach to the formats through which information is available and re-examine our roles as intermediaries. Flexibility in attitude will be required in the use of resources and to the availability of resources. Questions of copyright become even more significant.

Document delivery is presently the major obstacle to efficient resource sharing, however, indications are that rapid development in this area will soon resolve this problem.

Our support from both the office of Administrative Systems and Computing Services has been essential and always available. Needless to say, the library will become an even bigger player in the automation and telecommunications activity on campus.

3. Personnel

We recognize a need to have an active training and staff development program. The demands for information and static funding will require the most effective use of our human resources. We must recognize the stress created by such rapid change and uncertainty of the future.

The relative stability of our staff at this time places a greater responsibility on us to ensure that training and challenging opportunities are available to all staff. Such an environment will require new and imaginative ways of performing, organizing and participation.

4. Physical Facilities

The University has recognized that the Library has need for further expansion. We appreciate this support and expect that when completed it will meet the needs of the collection and for study space, and enable a more functional library system to develop.

The Winspear Reading Room may be the beginning of a new service concept ie. the provision of a resource centre close to a particular group of users, properly staffed but with a small collection. It would provide access electronically to information. Such a configuration would be most valuable where current information is important such as that now available in indexes, abstract services, journals, newsletters and current awareness services, etc.

5. Services

The traditional perception of the library as a warehouse for books is already behind us. In addition to the need for space to house the collection we have experienced increasing demand for both general and specific bibliographic instruction sessions. The expansion of on-line services will make more valuable the traditional reference activity and users will continue to require our special expertise. Traditional attitudes to access, charging, etc. are being debated throughout the library world because of the challenge presented to freedom of access to information. Since we are becoming more and more an information society, this issue is of increasing importance.

There can be no doubt that we are a major research resource for the province, western Canada and the nation as a whole. Over the next few years the library and the university will need to come to grips with the implications of this fact and responsibility.

Our hours of service have been a matter of concern to some areas of the university community. We have one of the highest weekly hours in Canada and during 1985-86 will expand summer and intersession hours as a response to this concern.

LIBRARY ACTIVITY

1. Collection Development and Management

The allocation for the purchase of books and periodicals continued to grow during this period from \$3,555,300 in 1982/83 to \$3,735,200 in 1984/85. However, the purchasing power was severely reduced by inflation and the value of the U.S. dollar. Although there has been a slight expansion in titles, these two factors caused our continuations costs to significantly increase. (Appendix III)

As of the end of March, 1985 the collection included 2,788,747 volumes, 21,234 current serials titles, 1,596,681 microforms. (Appendix VII)

During this period we have undergone an extensive Collection Analysis Project with the assistance of the Association of Research Libraries. The results of this activity will be examined by the library, the GFC Library Committee and others during 1985/86.

Although the University has been able to increase our funding over this period, the collection is not keeping pace with the need particularly in the acquisition of serial titles. During 1984/85 the funds available for new continuation were reduced, however they have been restored to \$50,000 for 1985/86. Every effort is being made by the library and its staff to control the increase in continuation expenditures.

Methods of cooperation and resource sharing are being pursued with other university libraries but it must be remembered that we are the largest research library on the prairies and the second or third largest university library in Canada. The four Alberta Universities actively cooperate through interlending and cooperative collection development is growing. An agreement with University Microfilms supported by a matching grant from the province will enhance all collections and a grant from the Heritage Medical Foundation to the two Health Science libraries was based on this principle.

Discussions at the regional and national level are being pursued at this time to take full advantage of resource sharing. The Association of Research Libraries and the Canadian Association of Research Libraries with the National Library of Canada will

embark on a major North American Collections Inventory Project (NCIP) to develop an on-line inventory which will identify collection strengths to the advantage of collection building and interlibrary loans. It is apparent that no research library can be self sufficient and these activities coupled with developments in document identification and delivery will enable researchers to have improved access to necessary information.

With the establishment of the matching funds program, the library, through donations and gifts in kind, has available to it some funds in addition to those received from the University. The benefits of these external sources will be reflected in additions to the collection and are not normally shown in the traditional statistical reports. New program funding also provides additional funds for library materials and are treated separately until the program becomes part of the base budget. Generally, both these sources have conditions which must be met, and we do not have complete control over their use. It should also be remembered that due to the "freeze" on the matching grants, most of this funding will not be available until 1985-86.

During this period we received funding from the Social Sciences and Humanities Research Council (SSHRC) in support of our Romanticism collection, our Business collection, and to develop a collection of international educational materials. Additional SSHRC funds were used to purchase the Curwen Press collection.

Under the Fleeting Opportunities Program, we received funding for the purchase of the Liam O'Flaherty Collection and a collection of Serbo-Croatian material.

The opening of the Bruce Peel Special Collections Library enabled us to display the Javitch Collection, a major acquisition made possible through gifts and the matching funds program.

2. Services

With the assistance of the increased enrollment funding, the library has been able to carry out its responsibilities during this period. The continuation of this support is absolutely essential for the operation of the library.

During this period we have assumed responsibility for the Faculté St. Jean Library, the Computing Science Reading Room, and the Winspear Reading Room. The John W. Scott Health Sciences Library in the Mackenzie Health Sciences Centre opened in August 1984 and the Bruce Peel Special Collections Library was completed in Rutherford South.

Circulation increased each year as did reference queries, and the demand for bibliographic instruction. In order to better respond to the needs of the undergraduate population, the Undergraduate Library was reorganized into an Information and Reserve Centre with emphasis on bibliographic instruction and access to heavily used library materials.

As an example, in 1984/85 the Humanities and Social Sciences Library reported 126,925 reference transactions and reached 3,364 students through bibliographic instruction.

In our opinion this increased activity results from intensified use of library materials and services and is not related solely to enrollment increases.

The move of the John W. Scott Library to the Mackenzie Health Centre has resulted in the expected increase in use. It has also caused some disruption to its users remaining on the main campus.

Access to on-line data bases is an expanding area of library service and demonstrations and instruction have been provided. The major instruction for faculty has been a joint project with the Committee for Improvement in Teaching and Learning (CITL).

The Law Library has been heavily involved with the Faculty of Law in the development of data bases and instruction in the use of computers forms part of the Faculty's curriculum.

B-3.1

More will be said about the on-line catalogue in the the technology section but it is clear that even in its pilot stage it is welcomed by faculty and students. We continue to receive requests for access to this valuable data base from faculty offices and other libraries.

The staff of the Faculté St. Jean has been increased which will enhance their service to that important component of the university community. Continued support will ensure a major role for this library as an important research centre in Canada.

3. Space

The University of Alberta Library Facility Planning Study (APRA) has resulted in a decision by the Planning and Priorities Committee that library expansion will be the first priority for the 1986-87 capital request to the province. During this period, a major renovation of Cameron was undertaken as part of the asbestos removal project. In order to accomplish the removal, each floor needed to be evacuated and when a floor loading deficiency was discovered, much of the floor above as well. We continue to have a major space shortage in both Rutherford North and the Herbert T. Coutts Education Library and it is towards this problem that the APRA study was directed.

We were able to rebuild Cameron Library in a more functional and aesthetically pleasing manner with the work to be completed September 1985. During this period library staff, students and faculty have been understanding beyond my expectations. Unfortunately, there is no appropriate way to show the extent of our appreciation. Another benefit was the renovation of the basement of Rutherford South which resulted in a fully environmentally controlled and attractive new Special Collections Library housing the University's significant and priceless rare book collection.

In August 1984 we took possession of the John W. Scott Health Sciences Library in the Mackenzie Health Centre which has relieved some space pressure, although it has created a significant increase in activity.

In addition to a shortage of space for books, over the years the library has not always been able to grow in the most functional fashion.

We agreed with the Faculty of Business to assume responsibility for the Winspear Reading Room in the new Business Building. The Faculty provided funding for 1984-85 and additional funds now have been received from the province to continue this undertaking.

We are also in receipt of a consultant's report requested by the library and the Department of Music, recommending the merger of both parts of the Music Collection and the transfer of its responsibility to the Library. This has been discussed in principle with the GFC Library Committee and we are now attempting to resolve the details.

With expanded activity and development at Faculté St. Jean, it is apparent that the Library space is inadequate and although short term actions have been undertaken, a more permanent solution is required.

4. Technology

Several of the library's internal systems have been automated for several years. In some respects we have been ahead of our time; however, these systems are now showing their age. The challenge at present is to develop internal systems which are linked and that will provide a more integrated approach to our activity for the benefit of our users and more effective and efficient management.

We have embarked on the development of an on-line public access catalogue and presently all material received by the library since October 1982 can be accessed by terminals placed throughout the library system. By the end of 1984/85 there will be approximately 65 terminals available to users, throughout the library system. September 1986 will see a more expanded data base containing records from 1974. At that time there should be approximately 800,000 records in the data base thereby further facilitating users access.

We have been able through the assistance of Canada Works to add approximately 15,000 current serial titles to the data base this year. This project was completed at the end of December 1984.

It is our intention to have all relevant material included in the on-line catalogue and the conversion of the remaining 700,000 records, including government publications, to machine readable form is being completed as resources permit, but this will be a lengthy and expensive task. When the project is completed, our records of 1,500,000 items will be available on-line to anyone on campus or off campus. Even in its pilot stage we have one of the largest on-line catalogues in North America.

The next stage of development is being directed to acquisitions and a new circulation system. During 1984/85 we developed a continuations fund system, however, an on-line check-in system is still required. The circulation system will need to be replaced and any new system will provide information on the availability of material as well as the traditional bibliographic information through the on-line terminals.

All of this activity is expensive and in many cases requires new money . The increased efficiencies in management and information access by users justify this expenditure but it is difficult to show immediate and direct savings.

The library is extensively involved in the use of electronic messaging for interlibrary loans, inter-library communication and, to a lesser extent, internal administrative communication.

During the fall of 1985 we will be involved with the National Library in a telefacsimile experiment for interlibrary loan. Document delivery is also an important component of the proposal submitted to the AHFMR.

We are part of a proposal with several Western Canadian and other libraries in the United States submitted by the University of Alaska for an experimental network using high speed transmission of digitized information which could involve satellites.

The library has access to many on-line information data bases on and off campus. This is a growing part of the information industry and is essential for teaching and research. As this activity spreads and use increases, we will be under increasing pressure to change our present charging policy, to acquire material on-line and to provide faculty with new and different training. The expansion of information available on-line will have a major impact on how we acquire information in the future.

During this period we cooperated with the Registrar to eliminate the separate library card so that the student ID card has a library bar code attached.

5. Personnel

The staff of the library are extremely important to its success. During the last three years the library, as did other units on campus, experienced reductions in its budget while service demands continue to increase.

Both full time positions and casual FTE's (full time equivalents) have been reduced during this period, although additional resources have been provided where new responsibilities were assumed. At present, the most acute area is the casual budget. Historically this has never been fully funded and the library has been required to rely on turnover, delayed filling of positions, etc. in order to meet this important budget item. The combination of the elimination of positions and reduced turnover is causing us to continually evaluate our service levels. A reduction or withdrawal of the increased enrollment funds would be a disaster.

We have looked elsewhere for help and during this period have received in excess of \$150,000 from various government programs. Funding received through the inclusion of the library in new program approvals has been especially appreciated.

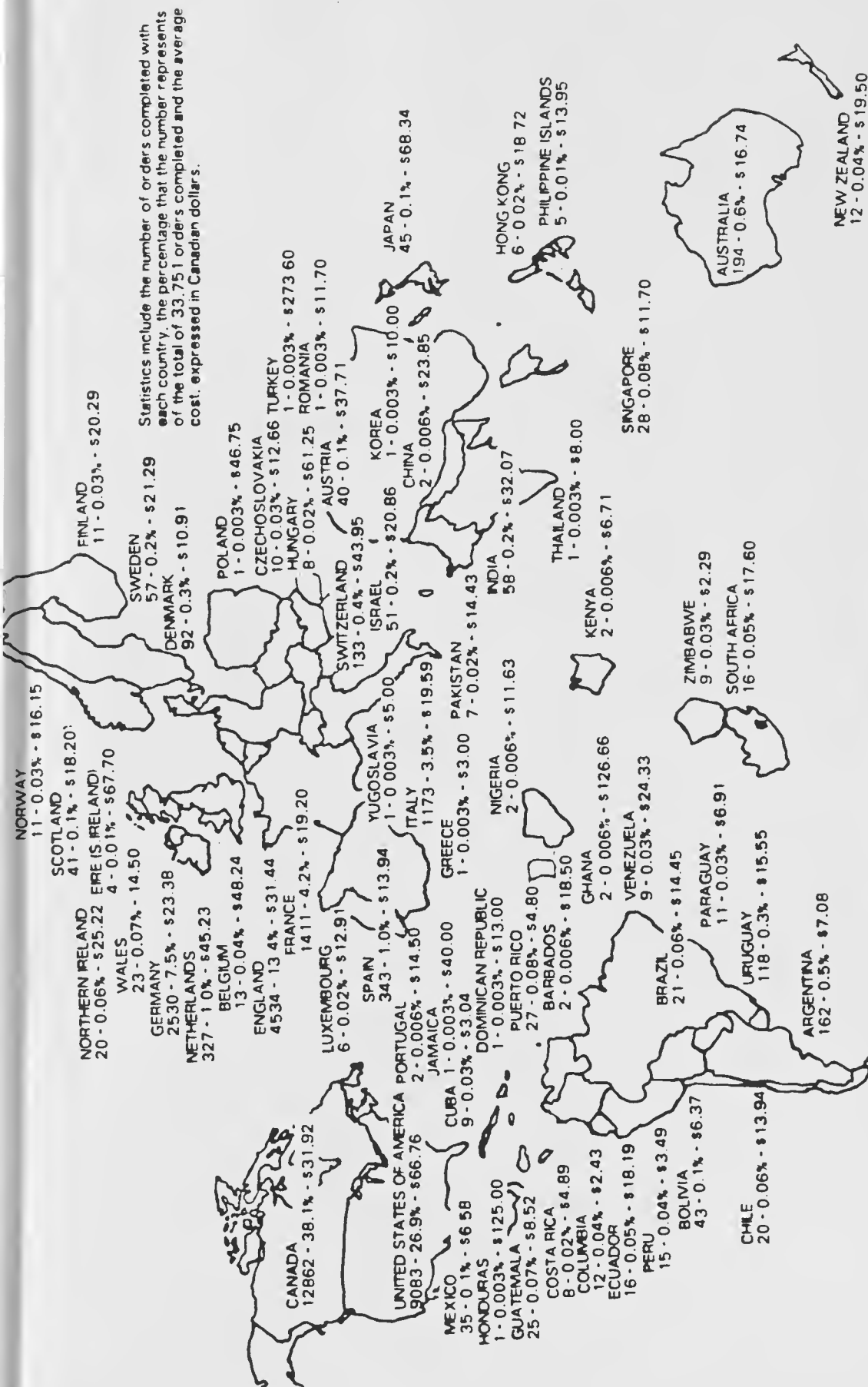
During this period of increased activity and change the library staff have responded in a positive manner and they should receive all the credit for the success we have had. The library has expanded its role in staff development and a formal policy will be adopted during 1985-86. Training is important due to the increased use of technology. It also enables staff to adapt and cope with the change that the technology brings about. Management expertise needs to be enhanced and new ways of problem solving considered in order to more effectively operate in a time of restraint and changed attitudes.

6. Organization

A new decentralized organization was begun in May 1983. The intention of this organization is to give more autonomy and responsibility to several areas in the library with the expected result being a more responsive system to the users and the aspirations of library staff. The organization is presently under review to ensure that those goals are being achieved. During 1985-86 further change will take place as the recommendations from several task forces, departmental reports, etc. are received and evaluated.

A significant influence will be the planning strategy and initiatives adopted by the University.

APPENDIX I VENDOR NATIONALITY



Vendor Nationality 1984-85

GLOSSARY

approval - form selection plans and blanket orders

faculty selections - requests from faculty and collection development librarians

periodicals - professional journals and newspapers

standing orders - annual volumes, supplementation to basic volumes, cumulations and sets

ABBREVIATIONS

EDUC - Herbert T. Coutts (Education) Library

HSS - Humanities and Social Sciences (Rutherford) Library

H SCI - John W. Scott (Health Sciences) Library

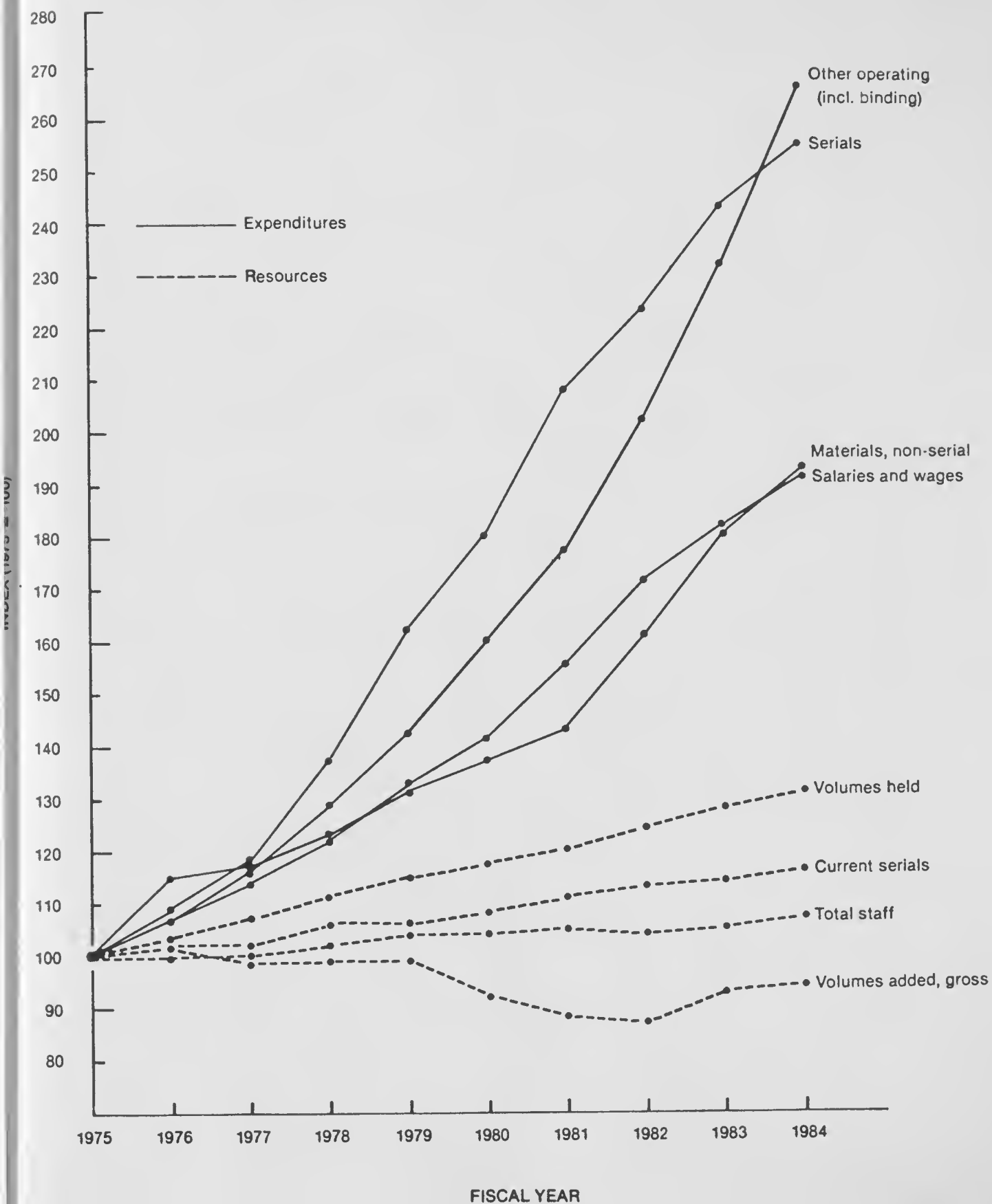
LAW - John A. Weir Memorial (Law) Library

SCI - Science and Technology Library

TS - Technical Services

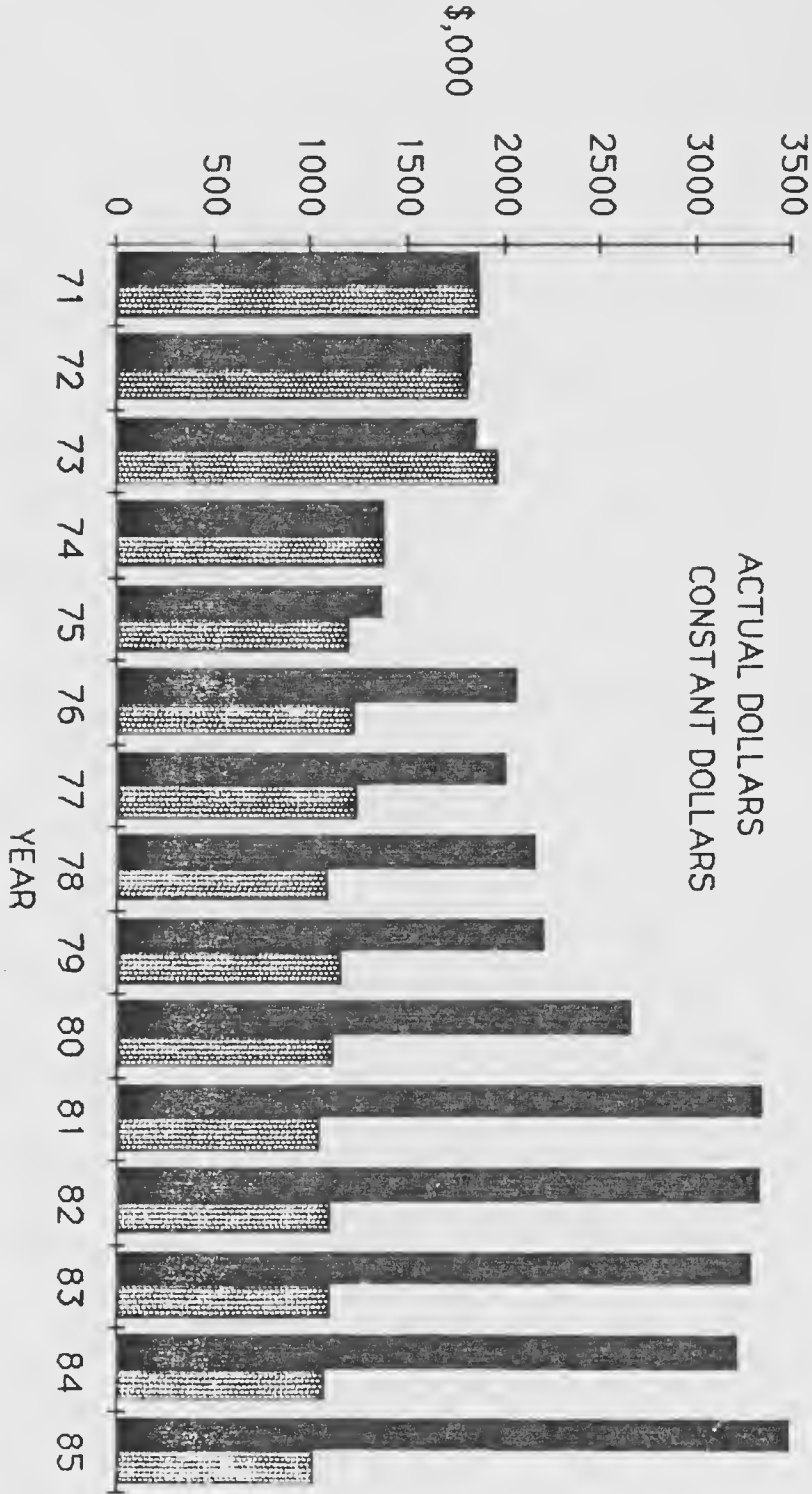
OTHER - Bruce Peel Special Collections Library, Information and Reserve Centre (Cameron) and Technical Services

AGGREGATE EXPENDITURES AND RESOURCES OF 84 ARL UNIVERSITY LIBRARIES, FISCAL YEARS 1975-1984

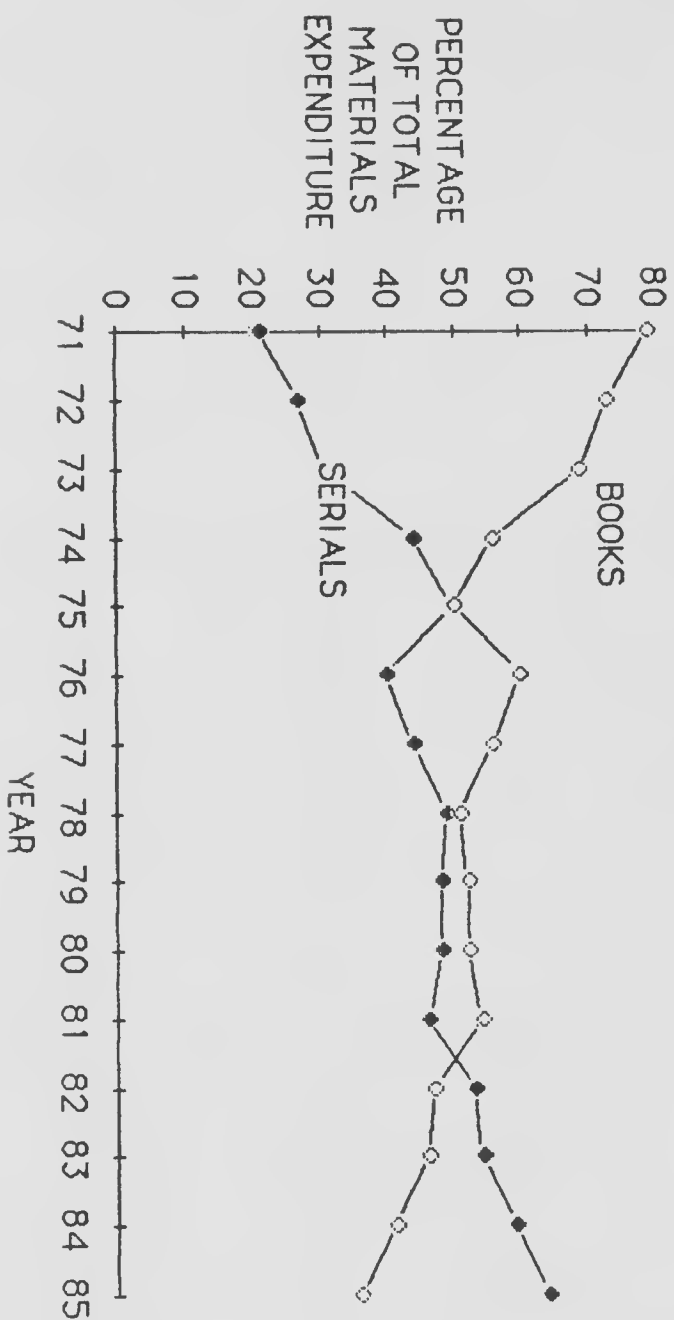


APPENDIX II

EXPENDITURES FOR BOOKS AND SERIALS*
1970/71-1984/85

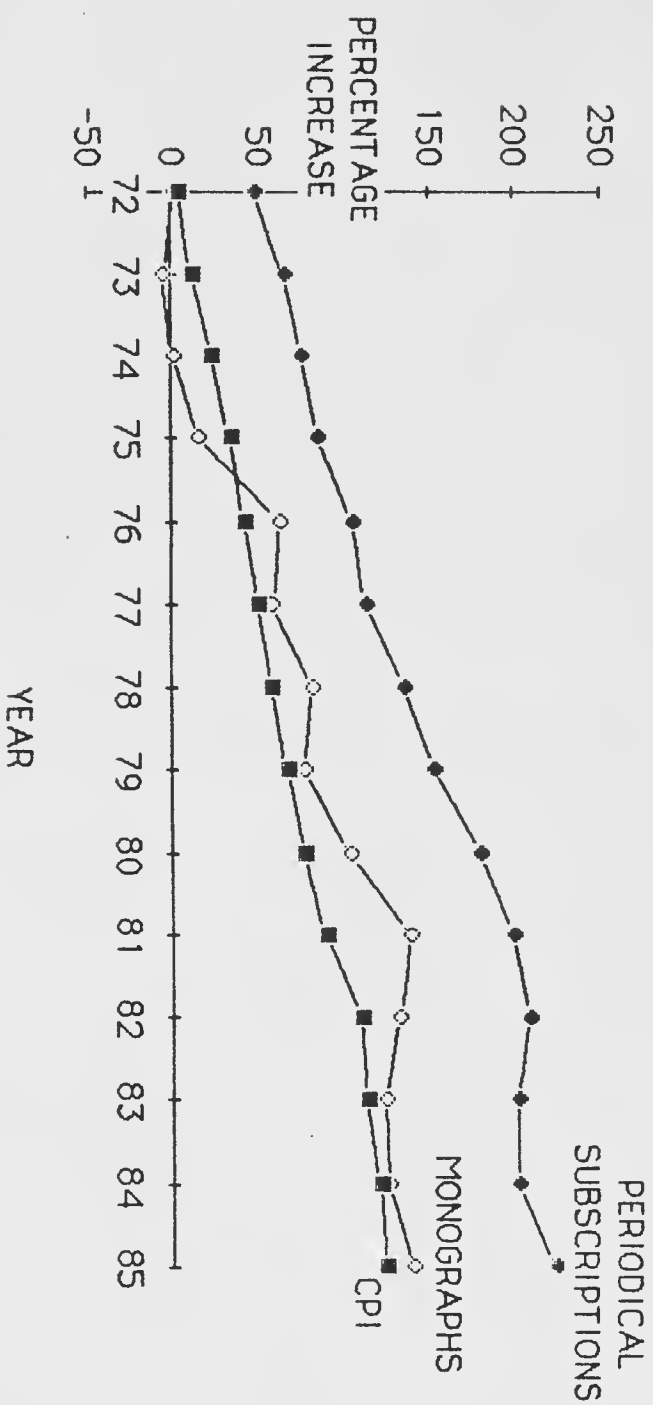


COMPARISON OF EXPENDITURE ON
MONOGRAPHS AND SERIALS

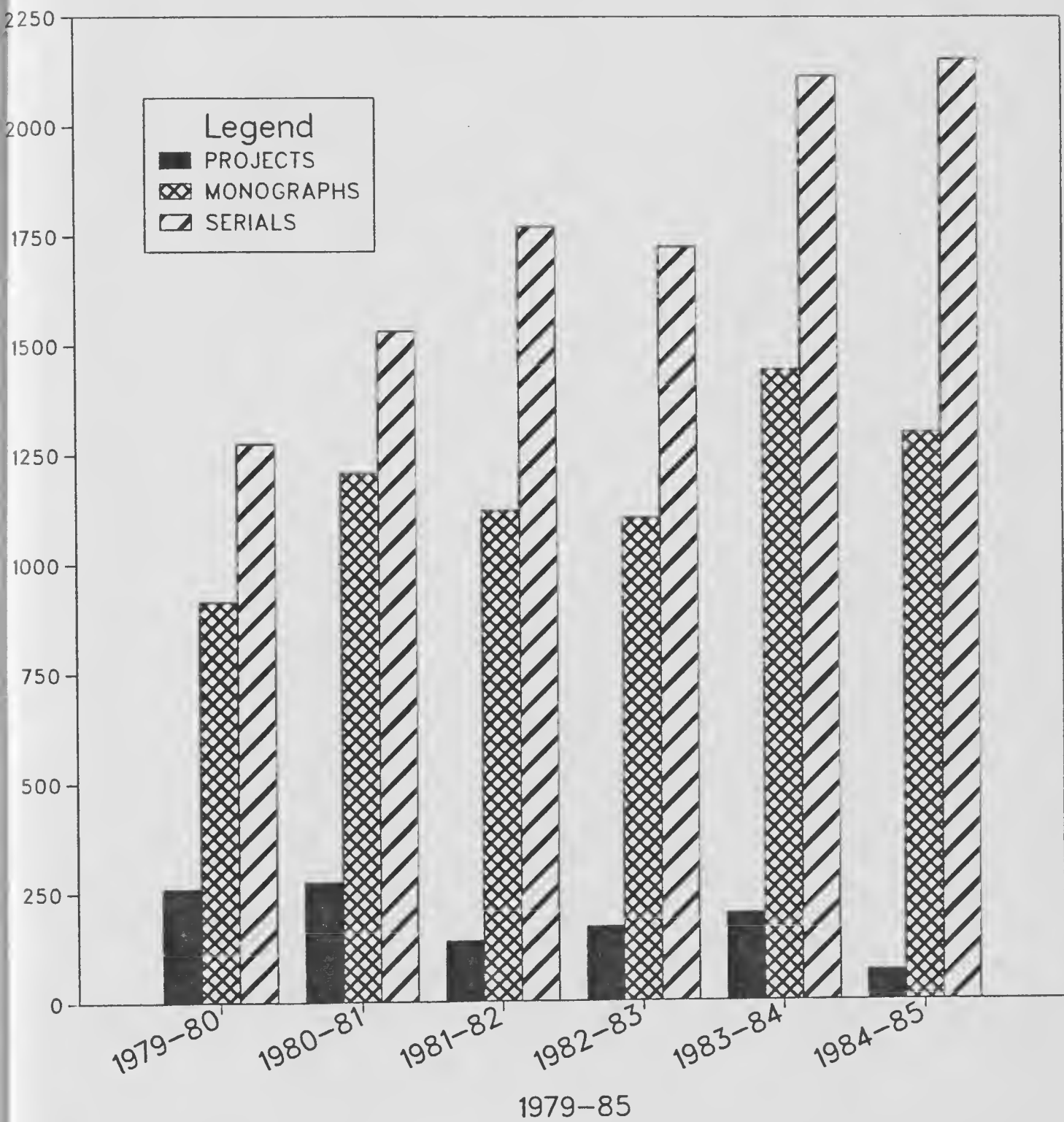


APPENDIX IV

ANNUAL PERCENTAGE INCREASE IN
AVERAGE UNIT COST OF MAJOR
CATEGORIES OF LIBRARY MATERIALS
1970/71-1984/85

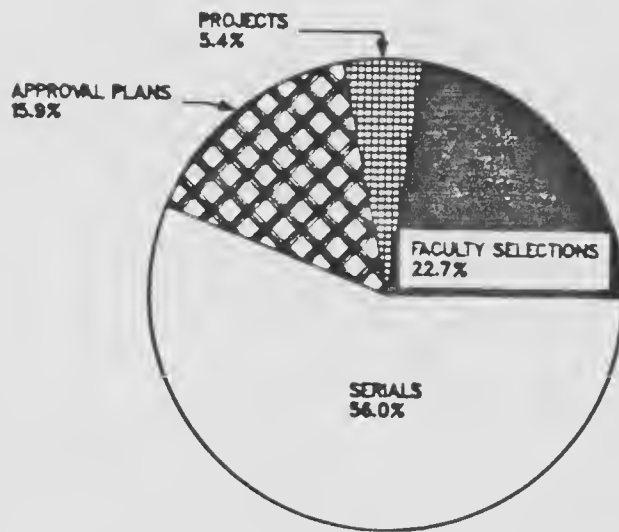


EXPENDITURES 1979-85

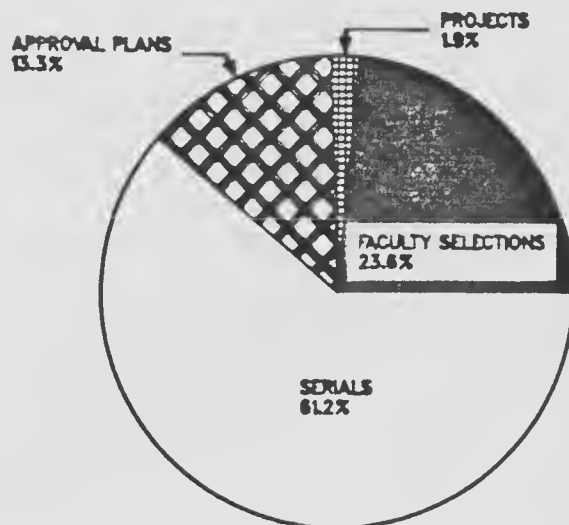


APPENDIX V

EXPENDITURES BY CATEGORY
1983-84

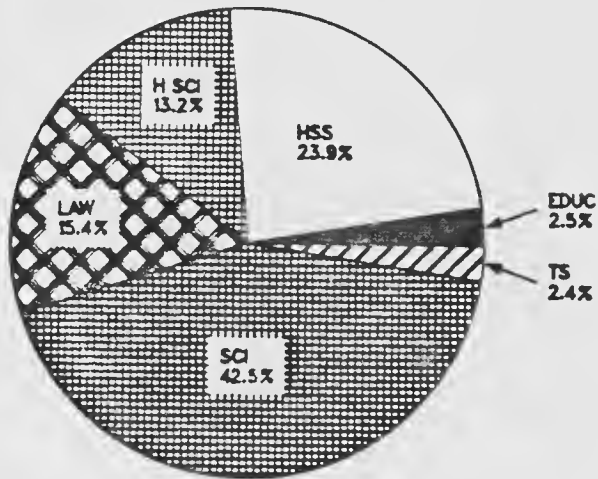


EXPENDITURES BY CATEGORY
1984-85

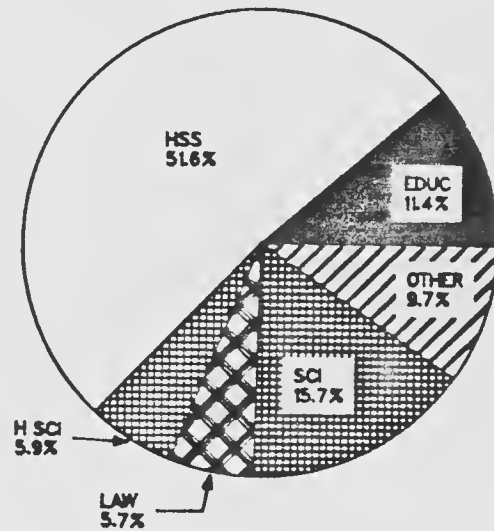


APPENDIX VI

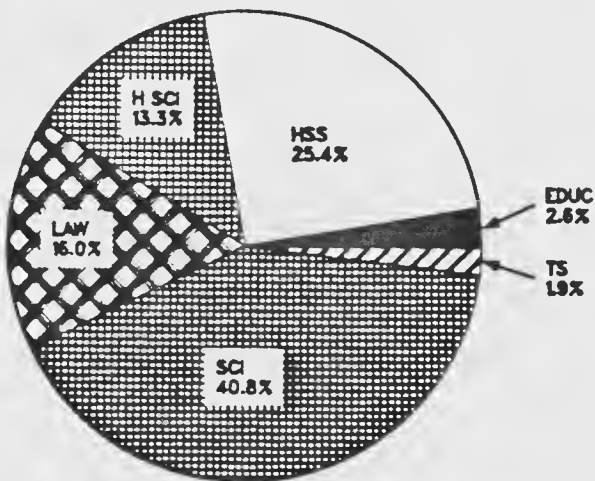
SERIALS EXPENDITURES 1983-84 BY LIBRARY LOCATION



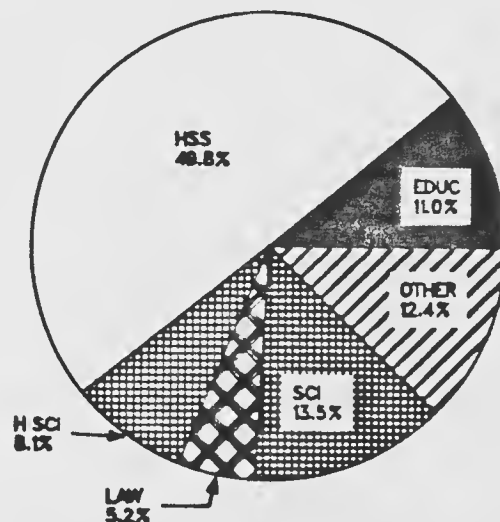
MONOGRAPHS EXPENDITURES 1983-84 BY LIBRARY LOCATION



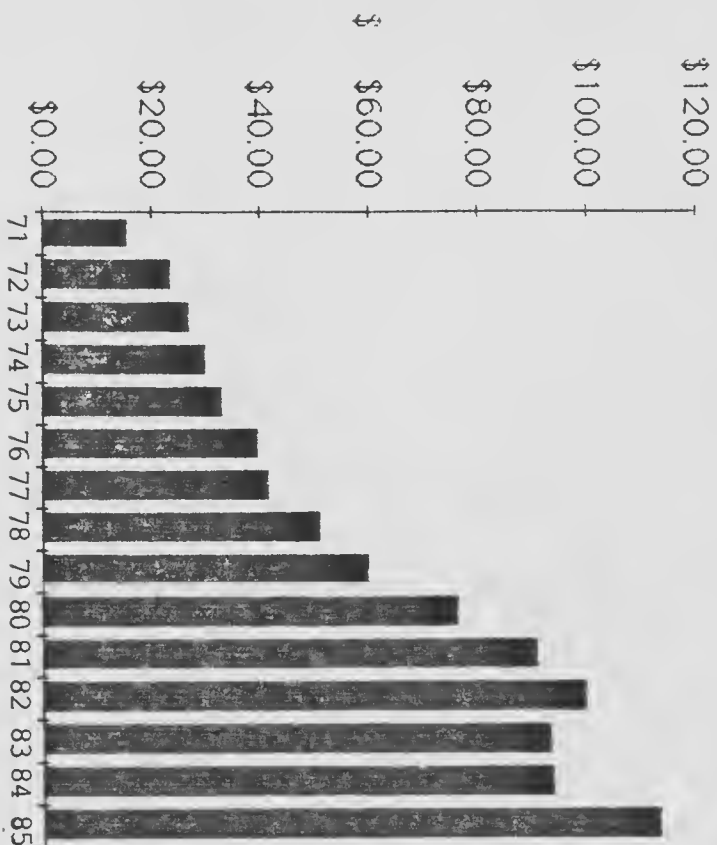
SERIALS EXPENDITURES 1984-85 BY LIBRARY LOCATION



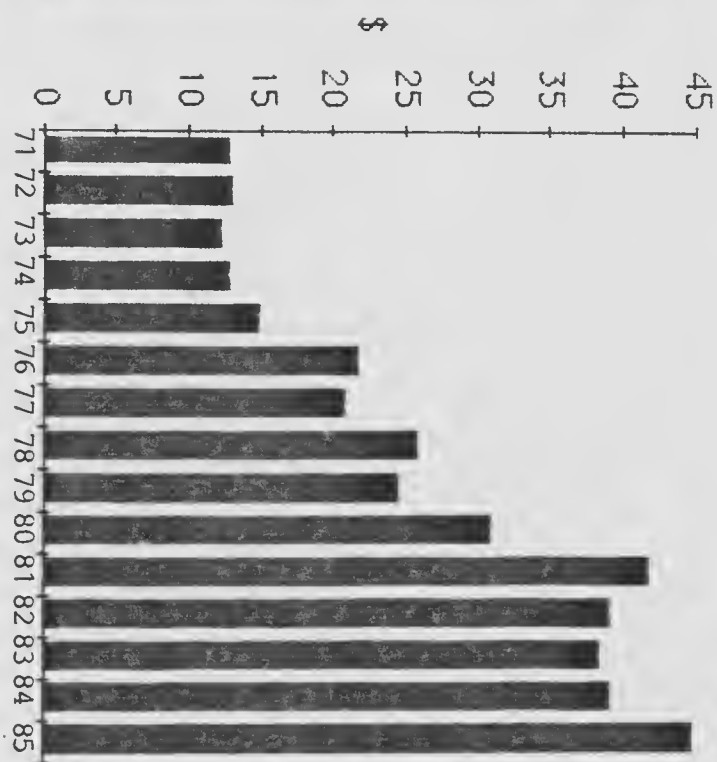
MONOGRAPHS EXPENDITURES 1984-85 BY LIBRARY LOCATION



AVERAGE PERIODICAL SUBSCRIPTION
PRICE 1970/71-1984/85



AVERAGE COST PER VOLUME 1970/71-
1984/85



APPENDIX VII

UNIVERSITY OF ALBERTA LIBRARY FACT SHEET

(as of March 31, 1985)

<u>Collections</u>	<u>1982/83</u>	<u>1983/84</u>	<u>1984/85</u>
Volumes	2,591,403	2,687,148	2,788,747
Current Serials (including periodicals)	14,605	20,354 ¹	21,234
Microforms	1,177,349	1,293,245	1,596,681
Volumes added	90,057	95,745	77,428
Microforms Added	62,829	115,896	303,436
<u>STAFF (FTE)</u>			
Academic	80	82	83
Non-academic	281	280.3	281.5
Casual	27.9	33.3	32.9
<u>CIRCULATION</u>	1,016,412	1,124,633	1,153,113
<u>REFERENCE QUERIES</u>	179,331	227,643	246,512
<u>EXPENDITURES</u>			
Books, Serials, etc.	3,285,457	3,389,587	3,597,031
Binding	184,370	211,731	133,508
Salaries (incl. benefits)	9,134,301	10,213,525	10,394,743
Operating (other)	1,030,296	851,228	1,076,171
TOTAL OPERATING BUDGET	13,634,424	14,666,071	15,201,453 ²
Library Budget as Percentage of University Budget	6.56%	6.53%	6.59%
ARL Ranking	29	27	<u>3</u>
<u>INTERLIBRARY LOANS</u> ⁴			
<u>Borrowing</u>			
Received	9,574	11,406	10,884
Filled	7,362	8,870	9,600
<u>Lending</u>			
Received	18,062	20,586	19,557
Filled	12,492	14,113	13,456

¹Government Publications and serials included for the first time.

²Unofficial

³Not available

⁴Includes only loans through Interlibrary Loans Office.

APPENDIX VIII
PUBLICATIONS AND A/V MATERIAL

a. GENERAL

Library Editions

Guide de Usagers (Bibliothèque Faculté Saint-Jean)

University of Alberta Theses (Issued in Spring and Fall each year)

Government Publications Selected Accessions List
(Issued every two months)

University of Alberta Library Guide

Cataloguing Division Communique (Irregular)

Basic Library Skills Slide/Tape Presentation

The H.T. Coutts Library (Slide Set)

Periodicals and Periodicals Indexes Slide/Tape
Presentation (Education Library)

ERIC Slide/Tape Presentation (Education Library)

b. STAFF PUBLICATIONS

Campbell, N.A.

"On paperless-ness." Canadian Library Journal, 41:4 (1984), pp.181-86.

"Certification of Professional Librarians in British Columbia." BCLA Reporter, 28 (July 1984), pp.9-12.

Champion, B.

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"A Cat Among the Pigeons: An Opinion of the Effects of the Computer in the Humanities Library." in Sarah K. Burton and Douglas D. Short, eds. Sixth International Conference in Computers and the Humanities. Rockville, Md., Computer Science Press, 1983.

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and N. Cyncar. Ucrainica on Microform: A Checklist of Non-serial Publications in the University of Alberta Library. Edmonton, Canadian Institute of Ukrainian Studies, 1984.

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and Hans R. Runte, A.J. Farrell. The Seven Sages of Rome and the Book of Sinbad: An Analytical Biliography. Garland Reference Library of the Humanities, No. 387. New York, Garland, 1984.

c. UNPUBLISHED BIBLIOGRAPHIES, REPORTS AND PROCEEDINGS

Boucher, Michel

"Mini-guide bibliographique programme du baccalaureat en education." (Internal use, Bibliotheque Faculte Saint-Jean, 1984, rev. 1985).

"Mini-guide bibliographique programme du baccalaureat en sciences." (Internal use, Bibliotheque Faculte Saint-Jean, 1984, rev. 1985).

"Mini-guide bibliographique programme du baccalaureat es art." (Internal use, Bibliotheque Faculte Saint-Jean, 1984, rev. 1985).

Campbell, S.

with K. DeLong. "Computer-user Interface: The University of Alberta Experience." Paper presented at WesCAN ASIS Annual Meeting, Winnipeg, Man., 28 September 1984.

Champion, B.

"Library Resources for Political Science Research: A Bibliography." For the Dept. of Political Science, University of Alberta.

"Sources of Information in the Study of Foreign Policy on International Relations." For the Dept. of Political Science, University of Alberta.

Charles, J.

"Premier Rutherford and the Formation of Rutherford Collection." Paper presented at Canadian Studies Seminar, Duke University, 25 May 1984.

Lewis, G.

"Ethnic Studies at the University of Alberta Library: Collections and Directions." Paper presented at Canadian Studies Seminar, Duke University, 25 May 1984.

Moffat, L.

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